

## Fall 2002

► The *School Food Services News* is back but in a different format. Three issues, fall (September), winter (January) and spring (April) will be available on our section's Web page.

# NEWS

## School Food Services

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### Click here to contact our staff:

[www.dese.state.mo.us/  
divadm/food/  
staff.html](http://www.dese.state.mo.us/divadm/food/staff.html)



The Missouri Department of Elementary and Secondary Education does not discriminate on the basis of race, color, national origin, age, sex, disability or veteran status in its programs, services or employment practices.

## Under Secretary Eric Bost Visits Columbia School District

The under secretary for food, nutrition, and consumer services, United States Department of Agriculture, visited Derby Ridge Elementary School in Columbia, Mo., on July 18, 2002, to recognize the Columbia School District for its participation in the Seamless Summer Feeding Waiver Program and for being selected as the 2002 USDA Regional Best Practices Award winner.



*Under Secretary Eric Bost eats breakfast with students at Derby Ridge Elementary School.*

During the under secretary's visit at Derby Ridge, he ate breakfast as well as talked with the students. The USDA mascot, the Power Panther, also visited with the students and teachers in the cafeteria. This special event day at Derby Ridge included the Show Me Body Walk, which is an interactive human body exhibit that emphasizes the importance of good nutrition by demonstrating how food is digested and converted to energy

to fuel parts of the body. The St. Louis District Dairy Council and the Missouri Nutrition Network also participated in the event by having a display booth and providing information to the students.

The Columbia School District was selected as the 2002 USDA Mountain Plains Regional Best Practices Award winner in the Healthy School Nutrition Environment category. Under Secretary Bost presented the award during a ceremony to Pat Brooks, food service director; Janie Garrett, district dietitian; and Nina Watts, food service manager from Rock Bridge Elementary School. Superintendent James Ritter was also present during the ceremony.



*Left to right: Eric Bost, Pat Brooks, Janie Garrett, Nina Watts and James Ritter*

## National School Lunch Week 2002 – Show Your Colors!



In the spirit of patriotism, show your stars and stripes for National School Lunch Week, Oct. 14 through 18, 2002.

Decorate menus with good old U.S. of A. slogans to show your support.

National School Lunch Week is one of the greatest public relations tools at your disposal. This celebration is a perfect opportunity to promote your program and to emphasize the importance of child nutrition and nutrition education. Visit the American School Food Service Association (ASFSA) Web site at [www.asfsa.org/meetingsandevents/nslw/](http://www.asfsa.org/meetingsandevents/nslw/) for information on how you can promote National School Lunch Week 2002. This site also suggests menu items for the week.

## The Seamless Summer Feeding Waiver

The Seamless Summer Feeding Waiver Program, which operates under the basic rules of the National School Lunch/School Breakfast programs, was very successful in Missouri this summer. Thirteen Local Education Agencies (LEAs) with a total of 40 school sites participated. Expanding the availability of food to children during the summer is one of Under Secretary Bost's major priorities. If you are interested in additional information regarding the Seamless Summer Feeding Waiver, please contact our office. The Spring 2002 issue of the *School Food Services News* lists the options available to feed children during the summer months.



## 2001-02 CRE Results

During the 2000-01 school year, School Food Services conducted 144 Coordinated Review Efforts (CREs). Twenty-one (15 percent) of the Local Education Agencies (LEAs) that did not

meet the performance standards. The main reason a performance standard was not met was due to errors in the meal counting or claiming procedures. It is extremely important that all meal counts be accurate and taken at the point of service. Please evaluate your current meal counting system to ensure that accurate point-of-service counts are obtained.

## Methods of Collection and Meal Counting

Please be reminded that a current Methods of Collection and Meal Counting form must be on file in our office. This form (Policy Attachment E) is available in the *Free and Reduced Price Meal Benefit Form and Direct Certification* handbook that was mailed in May. The handbook and form are also available on our section's Web site. A new form does not need to be sent to our office each year unless you change your current meal counting and collection procedures.



## Important Links

### MSFSA Web Site

The School Food Services Web site is linked to the Missouri School Food Service Association's Web site. Check *Additional Sites of Interest* at the bottom of our home page. The MSFSA Web address is [www.mfsfa.net](http://www.mfsfa.net). Check the Web site for a registration form for the director's workshop on October 28, 2002.

### Satellite Programs

Every year the National Food Service Management Institute (NFSMI) presents satellite seminars in April and October and live interactive teleconferences in January and August. Check the link on our home page under *Additional Sites of Interest*. The NFSMI Web address is [www.nfsmi.org](http://www.nfsmi.org). Click on Educational Opportunities for satellite seminar information.

## Free and Reduced Price Application Verification Summary

Verification is confirmation of eligibility for free and reduced price meals under the National School Lunch Program or School Breakfast Program. Verification must include either confirmation of income eligibility or confirmation that the child is included in a currently certified Food Stamp household or Temporary Assistance unit.

The verification process begins by counting all applications on file as of October 31 and is to be completed by December 15.

A new verification summary form will be mailed to each Local Education Agency (LEA) to be completed and returned to the state agency by Jan. 14, 2003.

## USDA Announces Reimbursement Rates

Federal assistance rates of reimbursement as announced by the USDA for the period July 1, 2002, to June 30, 2003 can be found at:  
[www.dese.state.mo.us/divadm/food/  
reimbbrates.htm](http://www.dese.state.mo.us/divadm/food/reimbbrates.htm)



## Free and Reduced Price Meal Benefit Form and Direct Certification Revisions as of June 3, 2002

**Policy Attachment A:** *Eligibility Criteria for Free and Reduced Price Meals.* Correction as follows:

Household Size	Maximum Household Income Eligibility for Free Meals			Maximum Household Income Eligibility for Reduced Price Meals		
1	Annually \$11,518	Monthly \$960	Weekly \$222	Annually <b>\$16,391</b>	Monthly \$1,366	Weekly \$316

**Policy Attachment B1:** *Letter to Parents, National School Lunch Program/School Breakfast Program.* Correction as follows:

**Income Chart**

Household Size	Annual	Monthly	Weekly
1	16,391	1,366	316
2	22,089	1,841	425
3	27,787	2,316	535
4	33,485	2,791	644
5	39,183	3,266	754
6	44,881	3,741	864
7	50,579	4,215	973
8	<b>56,277</b>	4,690	1,083
For each Add'l Member add	+5,698	+475	+110

**Policy Attachment G:** *Request for Information, MC+ for Kids.* The date in the upper left-hand corner should be 5/02.

# School Food Services Calendar

## JULY

- 15 June Regular Term Claim Form due
- 15 June Summer Term Claim Form due
- 15 Commodity Open Order deadline, Noon  
(August delivery)
- 15 Direct Certification Materials available  
Perform Monthly Edit Check on daily meal counts

## AUGUST

- 1 Renewal of Regular Term Application Agreement available
- 15 Income and Expenditure Report (non-public schools only) due when available on Web
- 15 July Regular Term Claim Form due
- 16 July Summer Term Claim Form due
- 15 Annual Secretary of the Board Report Deadline (public schools only)
- 15 Commodity Open Order deadline, Noon (September delivery)
- Perform Monthly Edit Check on daily meal counts

## SEPTEMBER

- 1 Update Methods of Collection and Meal Counting Form (if necessary)
- 15 Submission deadline for Regular Term Application Agreement Renewal
- 15 August Regular Term Claim Form due
- 15 August Summer Term Claim Form due
- 15 Commodity Open Order deadline, Noon (October delivery)
- Perform Monthly Edit Check on daily meal counts

## OCTOBER

- 15 Commodity Open Order deadline, Noon (November delivery)
- 15 September Regular Term Claim Form due
- 31 Count Approved Applications for Verification Process  
Perform Monthly Edit Check on daily meal counts

## NOVEMBER

- 15 Commodity Open Order deadline, Noon (December delivery)
- 15 October Regular Term Claim Form due  
Perform Monthly Edit Check on daily meal counts

## DECEMBER

- 15 Commodity Open Order deadline, Noon (January delivery)
- 15 November Regular Term Claim Form due  
Verification Process must be completed  
Perform Monthly Edit Check on daily meal counts

## JANUARY

- 10 Commodity Inventory Report deadline
- 14 Verification Summary due
- 15 Commodity Open Order deadline, Noon (February delivery)
- 15 December Regular Term Claim Form due
- 31 On-site Reviews completed prior to February 1  
Perform Monthly Edit Check on daily meal counts

## FEBRUARY

- 3 Commodity Processing Packet due (subject to change)
- 15 Commodity Open Order deadline, Noon (March delivery)
- 15 January Regular Term Claim Form due  
Perform Monthly Edit Check on daily meal counts

## MARCH

- 15 Commodity Open Order deadline, Noon (April delivery, **last delivery** for the school year)
- 15 February Regular Term Claim Form due  
Perform Monthly Edit Check on daily meal counts

## APRIL

- 15 Renewal of Summer Term Application Agreement available
- 15 March Regular Term Claim Form due  
Perform Monthly Edit Check on daily meal counts

## MAY

- 1 Free and Reduced Price Meal Benefit Form and Direct Certification forms mailed
- 15 April Regular Term Claim Form due  
Perform Monthly Edit Check on daily meal counts

## JUNE

- 15 May Regular Term Claim Form due
- 15 May Summer Term Claim Form due  
Perform Monthly Edit Check on daily meal counts



Welcome Back!

